

Congratulations on being shortlisted. Please return this disclosure form to the school at least one day prior to interview. If we have not received this, we reserve the right to withdraw the offer of interview.

Post applied for:	Date:
School:	Trust:

Surname:		Previous name(s) (if any):	
Forename(s):		Preferred title:	Date of birth:
National Insurance No:	Teacher Ref. No (if applicable):	Date of recognition as qualified teacher, QTS (if applicable):	

Higham Lane North Academy is committed to safeguarding and promoting the welfare of children and we expect all staff to share this commitment. For this post, pre-employment checks will be carried out, references will be sought and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.

We comply with the Disclosure & Barring Service (DBS) code of practice and have a written policy on the recruitment of ex-offenders, both of which are available on request. As you have been shortlisted, you are required to declare any relevant convictions, cautions, court orders or other matters which may affect your suitability to work with children or other vulnerable individuals and which should be disclosed by the DBS through an enhanced DBS check. As a result of amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020), when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to potential employers, and if they are disclosed, employers cannot take these offences into account. Please read the information [here](#) before answering the following questions. There is more information on whether a conviction or caution should be disclosed on the Ministry of Justice website.

<p>1. Do you have any unspent convictions, conditional cautions, or bind-over orders (given as part of a conviction for an offence) under the Rehabilitation of Offenders Act 1974?</p> <p><input type="checkbox"/> Yes / <input type="checkbox"/> No</p> <p>If yes, please provide details here:</p>
<p>2. Do you have any other adult cautions (simple or conditional) or spent convictions that are not protected as defined by the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020 (i.e. which would be disclosed by the DBS in an enhanced DBS check)?</p> <p><input type="checkbox"/> Yes / <input type="checkbox"/> No</p> <p>If yes, please provide details here:</p>
<p>3. Are you included on the DBS children's barred list?</p> <p><input type="checkbox"/> Yes / <input type="checkbox"/> No</p> <p>If yes, please provide details here:</p>

4. Only answer if you are applying for a post working in regulated activity with young adults over the age of 18 years. Are you included on the DBS adult barred list?
 Yes / No
Only answer if you are applying for a post working in regulated activity with young adults over the age of 18 years. If yes, please provide details here:

5. (Teaching posts only) Are you, or have you ever been, prohibited from teaching by the TRA or sanctioned by the GTCE?
 Yes / No / Not applicable
If yes, please provide details here

6. (Management posts in independent schools only) Have you been prohibited from management of an independent school (s128)?
 Yes / No / Not applicable
If yes, please provide details here

7. Have you lived or worked outside the UK for more than 3 months in the last 10 years?
 Yes / No
If yes, please provide details here

8. Are you subject to any sanctions in the EEA?
 Yes / No
If yes, please provide details here

9. Applicants for posts in early years or later years childcare (wrap around care) only
The Disqualification under the Childcare Act 2006 Regulations (2018) state that anyone employed to care for children in early years (children under the age of 5) or later years (wrap-around care for children under the age of 8) is disqualified from that work if they meet certain criteria. These criteria include (this is not an exhaustive list):

- Certain serious criminal offences.
- Court orders relating to the care of your own child.
- Being prohibited from private fostering.

Do you have any reason to believe you are disqualified from working in childcare?
 Yes / No
If yes, please contact us for more information on the Regulations.

Please complete the declaration below:
I declare that all the information I have provided in this disclosure form is full and correct at the time of application and that I have not omitted anything that could be relevant to the appointment of someone who will work with children or other vulnerable individuals. I understand that the recruitment panel may be made aware of any relevant information that I have disclosed in order to discuss the matter(s) with me as part of the recruitment process and that, if my application is successful, a risk assessment of the disclosed information will be held securely on my personnel file.
Signed: **Date:**

Please note that, if you are unsuccessful, this disclosure form will be securely destroyed within 6 months of your application.